

QUALITY ASSURANCE PLAN

CONTRACT N62470-86-C-5586

MAINTENANCE CLEANING AND TREATMENT

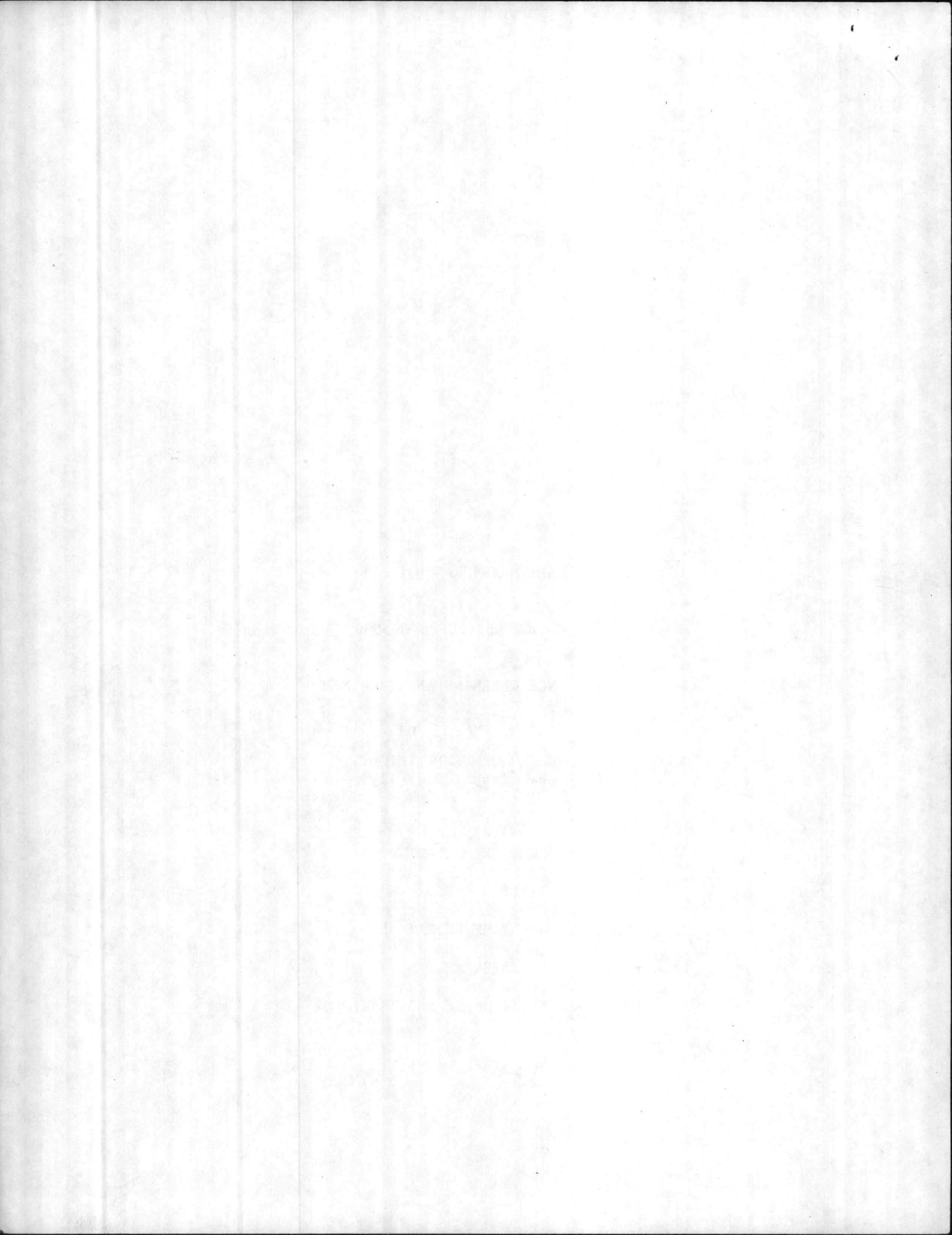
OF

EXHAUST/VENT HOOD SYSTEMS

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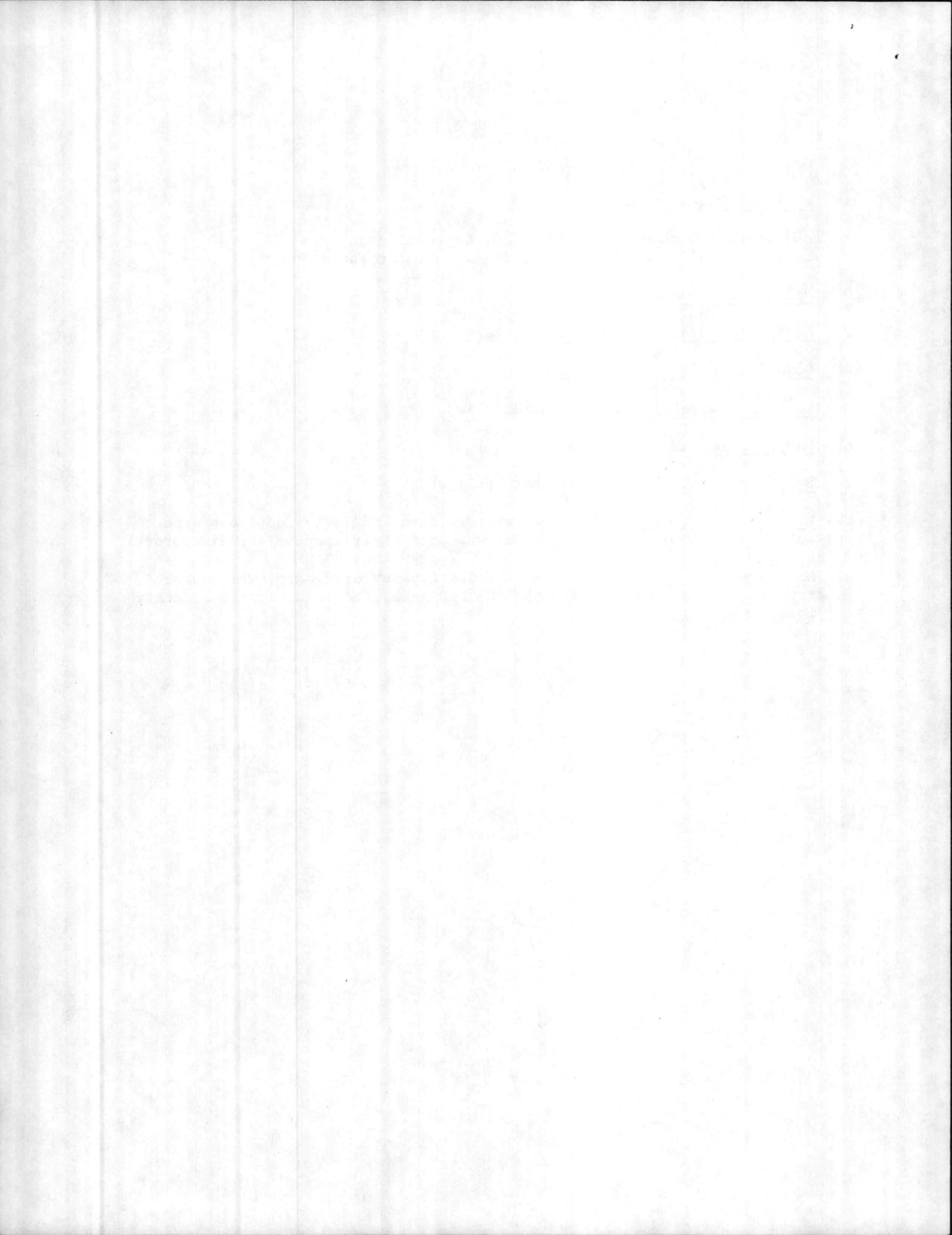
| PART | TITLE |
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| I | ONE TIME SUBMITTALS |
| II | ADMINISTRATIVE |
| III | MAINTENANCE AND TREATMENT |



PART I

ONE TIME SUBMITTALS

1. Contract Requirements:
 - a. Report of chemical analysis for degreasing
 - b. Report of chemical analysis for fire retardant
2. Primary Method of Surveillance: 100%
3. Acceptable Quality Level (AQL): Zero
4. Quantity of Work: Two
5. Level of Surveillance: Not applicable
6. Sample Size: Not applicable
7. Sample Selection Procedure: Not applicable
8. Evaluation Procedures: The QAE will receive and review copies of the submittals and document in the Daily Report their approval or disapproval.
9. Analysis of Results: If there is a discrepancy or disapproval on the reports, the QAE will advise the SCM and make recommendations to rectify the problem.



PART II

ADMINISTRATIVE

1. Contract Requirements:

a. Invoicing

Section 00004, paragraph 2
to paragraph 2.2

Invoices shall be submitted with six copies at monthly intervals. The original of each shall have a copy of the work order documents and a summary of the charges.

b. Preperformance Conference

Section 00004, paragraph 4

Before starting work, the contractor shall meet with the OIC and his representatives to discuss and develop mutual understandings for scheduling work.

c. Contractor Quality Control

Section 00004, paragraph 7
to paragraph 7.2

This program includes a quality control inspection system covering all contract services, the name and qualifications of the person tasked to do the inspections, the identification of deficiencies and corrective measures and a file of all Quality Control Inspections.

d. Station Regulations

Section 00004, paragraph 15

The Contractor and his employees shall become acquainted with and obey all Government regulations as posted, or as requested by the OIC.

e. Disposal

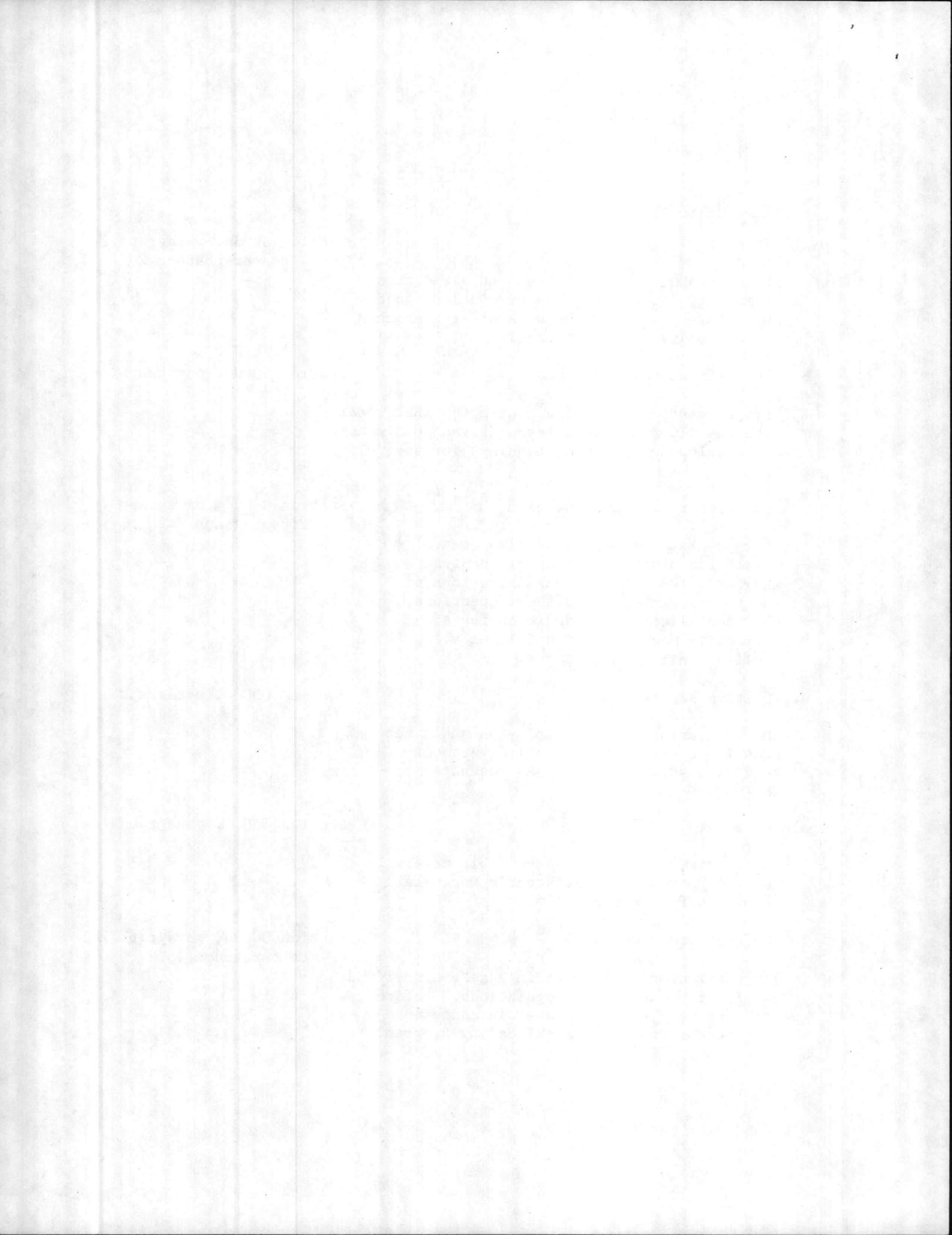
Section 00004, paragraph 16

Any debris, rubbish or non-useable material resulting from the contractor's work shall be removed off Government limits.

f. Safety Requirements

Section 00004, paragraph 18
to paragraph 18.2

The contractor shall work in a safe manner and comply with Government regulations. Before starting work, he shall meet in conference with the OIC to discuss the Safety Program.



- g. Passes and Badges Section 00004, paragraph 23

All contractor employees shall obtain the required employee and vehicle passes. The Government will furnish badges which will be worn by the contract employee.

- h. Superintendence by Contractor Section 00004, paragraph 25

The contractor shall have a competent foreman on the job giving superintendence, satisfactory to the OIC.

- i. Identification of Contractor Vehicles Section 00004, paragraph 27

The contractor's name shall be clearly visible at all times and a valid state license plate and safety inspection sticker displayed on his vehicle.

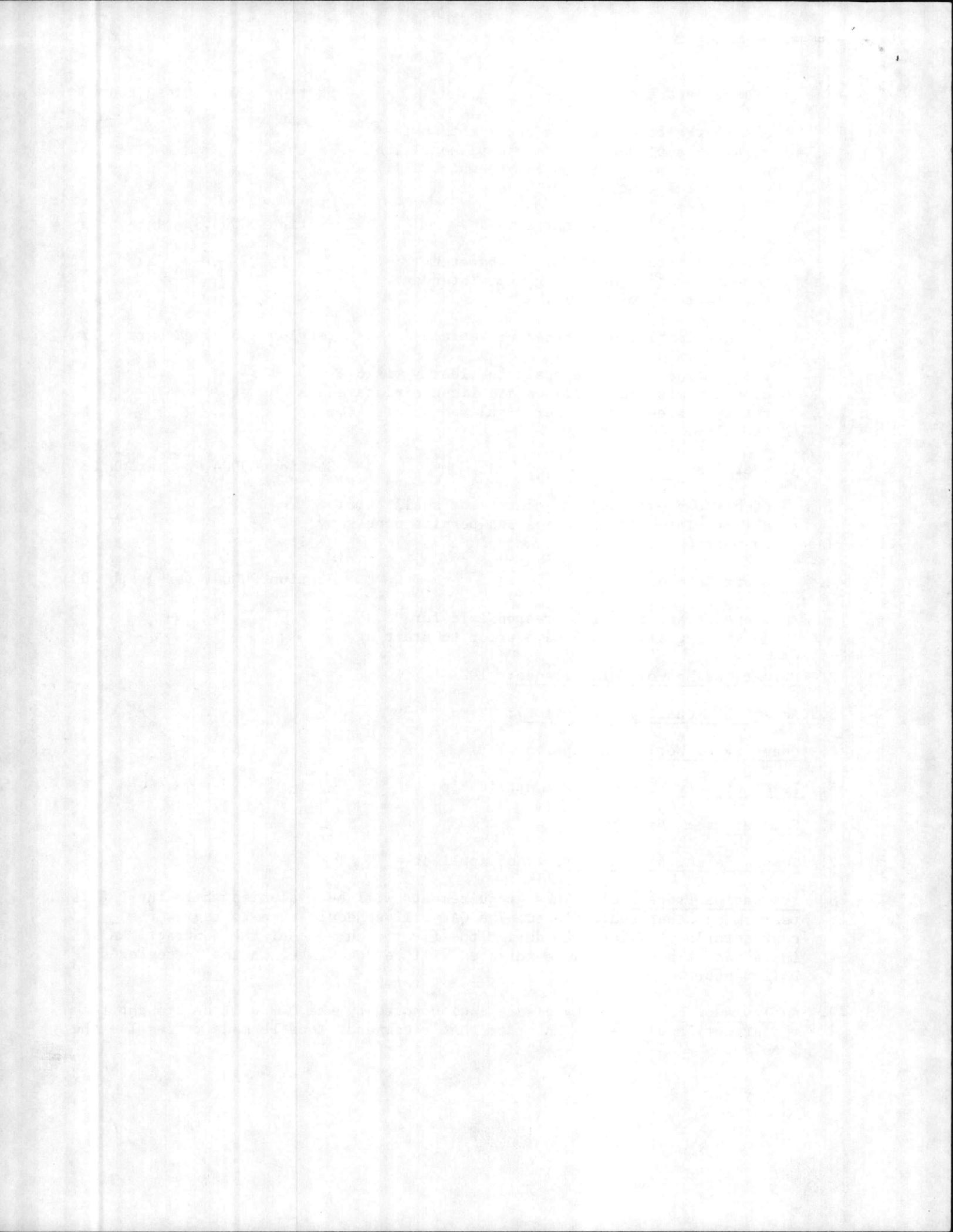
- j. Permits Section 00004, paragraph 28

At his own expense, the contractor shall obtain all appointments, licenses and permits necessary to perform his work.

- k. Work Schedules Section 00004, paragraph 30

The contractor will be responsible for scheduling all work 5 days prior to starting.

2. Primary Method of Surveillance: 100%
3. Acceptable Quality Level (AQL): Zero
4. Quantity of Work: Not applicable
5. Level of Surveillance: Not applicable
6. Sample Size: Not applicable
7. Sample Selection Procedure: Not applicable
8. Evaluation Procedures: These requirements will be evaluated while the QAE is performing other evaluations. The QAE will schedule time to review the contractor's QC files once during the first occurrence of the contract. All instances of non-compliance detected will be documented on the Inspector's Daily Report.
9. Analysis of Results: Any discrepancies noted by the QAE will be brought to the attention of the SCM in order that recommendations be made to resolve the problem.



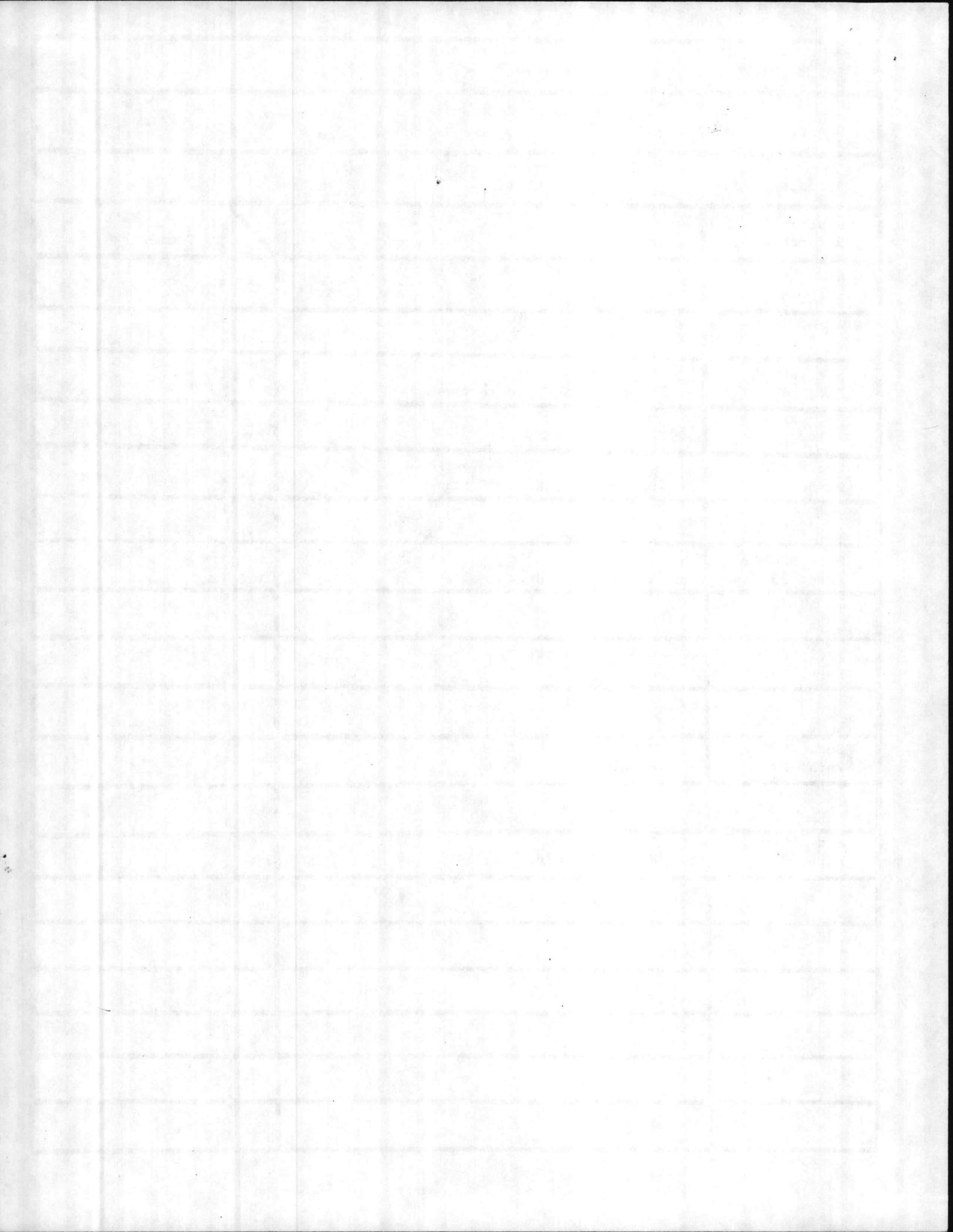
TALLY CHECKLIST: Administrative

Contract No.: N62470-86-C-5586

Building/Area:

Date:

| Contract Reference | Tasks | P F | Comments |
|---------------------------|-------------------------------|--------|----------|
| Sec. 00004 Para. 2-2.2 | Invoicing | | |
| | | | |
| Sec. 00004 Para. 4 | Preperformance Conference | | |
| | | | |
| Sec. 00004 Para. 7-7.2 | Contractor Quality Control | | |
| | | | |
| Sec. 00004 Para. 23 | Passes and Badges | | |
| | | | |
| Sec. 00004 Para. 25 | Superintendence by Contractor | | |
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| Sec. 00004 Para. 27 | Identification of Vehicles | | |
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| Sec. 00004 Para. 30 | Work Schedules | | |
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PART III

MAINTENANCE AND TREATMENT

1. Contract Requirements:

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|-----------------------------------|---|
| a. Removal of Contaminants | Section 00005, paragraph 5.1 and 5.3 |
| b. Fire Reduction Treatment | Section 00005, paragraph 5.1 and 5.3 |
| c. Records | Section 00005, paragraph 4.7 |
| d. Supplies, Materials, Equipment | Section 00005, paragraph 4.8 and 5.1 |
| e. Coordination of Work | Section 00005, paragraph 5.2 |
| f. Disposal of Contaminants | Section 00005, paragraph 5.5 |
| g. Safety | Section 00005, paragraph 7 |

2. Primary Method of Surveillance: 100%

3. Acceptable Quality Level (AQL): 10%

4. Quantity of Work: All systems specified in Section 00005, paragraph 3 of the contract.

5. Level of Surveillance: Not applicable

6. Sample Size: Not applicable

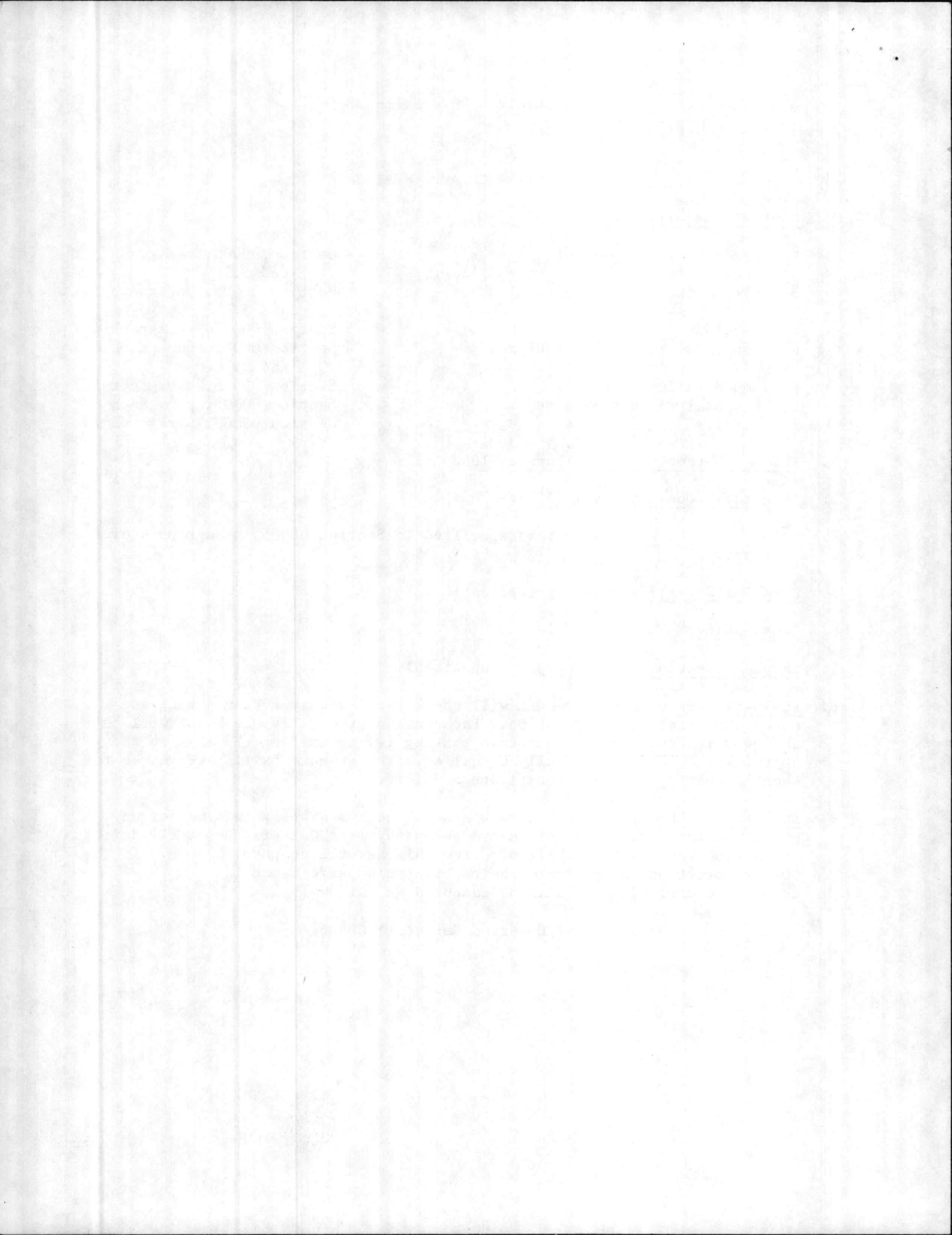
7. Sample Selection Procedure: Not applicable

8. Evaluation Procedure: The QAE will check each exhaust system during and after the maintenance operation. Each task on the Tally Checklist will be reviewed for compliance. Record a passing (P) or failing (F) mark in the appropriate block of the Tally Checklist. Two or more failing (F) marks for each exhaust system will constitute a defect.

9. Analysis of Results: The contractor shall be immediately informed of any unsatisfactory work done for rework purposes. The QAE will count all defects taken from the Tally Checklists. From this he will compute the ODR. If the ODR is more than ten percent, the contractor's performance is unsatisfactory. The ODR will be computed as follows:

$$\text{Population X Observed Defects} = \text{ODR}$$

$$\text{ODR X 100} = \text{ODR \%}$$



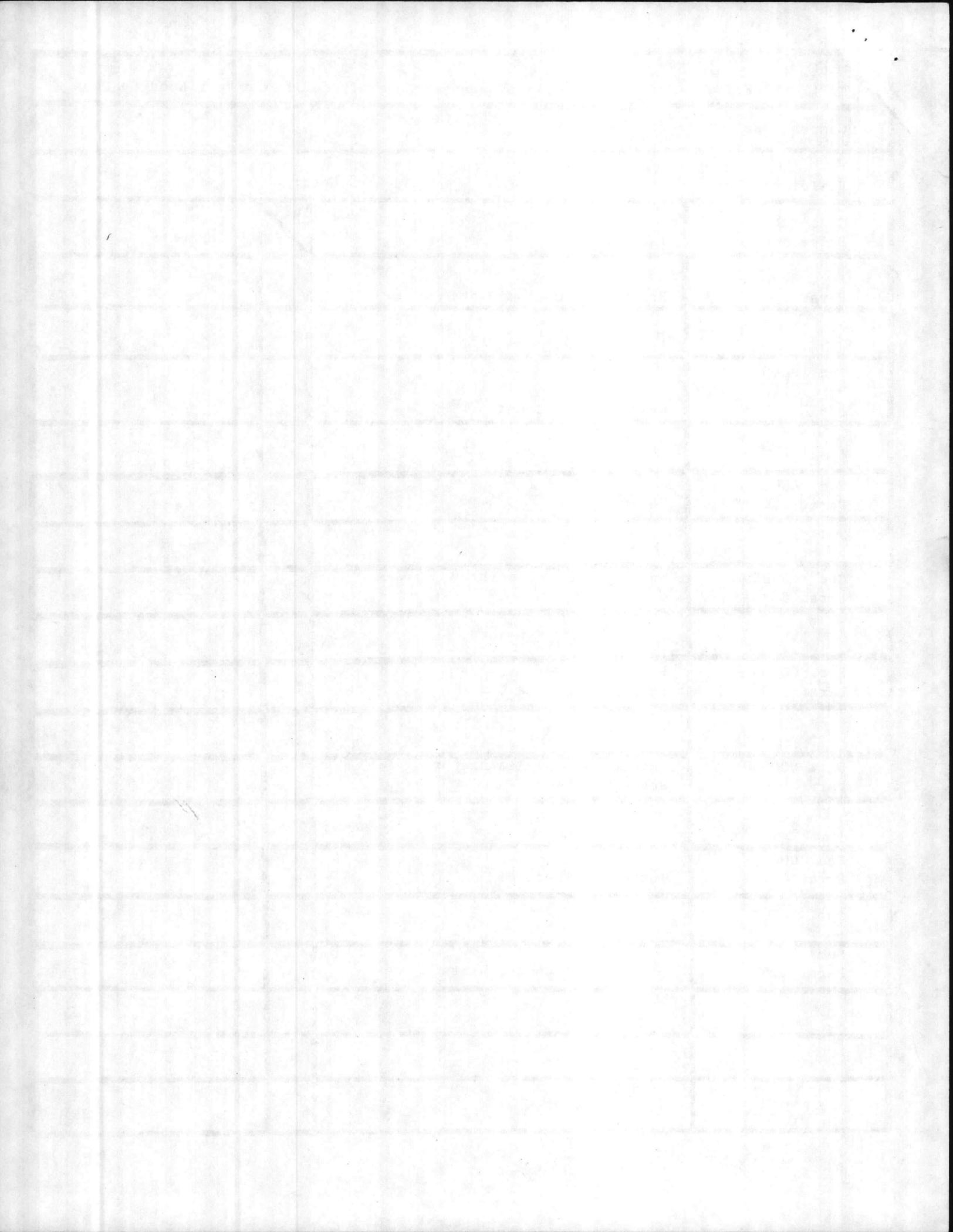
TALLY CHECKLIST: Maintenance, Cleaning and Treatment of Exhaust/Vent Hood Systems

Contract No.: N62470-86-C-5586

Building/Area:

Date:

| Contract Reference | Tasks | P F | Comments |
|--------------------------------------|------------------------------------|--------|----------|
| Sec. 00005 Para. 5.1., 5.3 | Removal of Contaminants | | |
| Sec. 00005 Para. 5.1, 5.3, 5.6 | Chemical Treatment | | |
| Sec. 00005 Para. 5.1, 5.7 | Paint | | |
| Sec. 00005 Para. 5.2 | Notification of work by Contractor | | |
| Sec. 00005 Para. 5.3 | Protection for surrounding area | | |
| Sec. 00005 Para. 5.4 | Inspection for leakage or seepage | | |
| Sec. 00005 Para. 4.7 | Inspection records | | |
| Sec. 00005 Para. 5.5 | Disposal of Contaminants | | |
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STAFFING PLAN

MAINTENANCE, CLEANING AND TREATMENT OF EXHAUST/VENT HOOD SYSTEMS

| Contract Requirements | Level of Surveillance | Yearly No. of Insp. | Hrs/Insp. | Yearly Hrs. of Insp. |
|---|-----------------------|---------------------|-----------|----------------------|
| Submittal of Req. Documents | 100% | 1 | 1 | 1 |
| Invoicing | 100% | 12 | 4 | 48 |
| Response to Customer Complaints | 100% | 20 | 1 | 20 |
| Technical Requirements | 100% | 286 | 1 | 286 |
| Administration | 100% | 100 | .6 | 60 |
| YEARLY TOTAL OF HOURS FOR CONTRACT INSPECTION | | | | 415 |

Total Manhours/work year 2080
 Nonproductive hours/year -354
 Total available manhours/year 1726

$$\frac{415 \text{ manhours/year for inspection}}{1726 \text{ manhours/year}} = .24 \text{ QAE/year}$$

